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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

FROM : Chief, Supply Division

SUBJECT: Weekly Activity Report

DATE: 30 July 1953

1. GENERAL:a. (continued item)

(1) Work is continuing on studies relative to additional work to be done in the warehouse.

(2) The steel fence enclosing the area will be completed by 1 August.

b. Supply Training: (continued item)

The first Logistics Support course will commence about 1 September. Such films and slides required as teaching aids have been arranged for thru Graphics Register.

c. Supply Economy Program: (continued item)

(1) The phase of the program concerning individual desk checks for surplus materials has been completed for offices in OCD, ORR, OSI, FBID, Logistics, Training, and Finance.

(2) The total estimated value of all items now returned to stock at the building supply rooms is \$41,790.15 for the week ending 24 July.

2. PROJECTS AND STUDIES IN PROCESS:a. Stock Numbers for New Electronic Items: (continued item)

No change.

b. Cross Index Supplement to the Agency Catalog: (continued item)

No change.

c. Flex-O-Print Catalog: (continued item)

No change.

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3. OTHER ITEMS OF INTEREST:

a. Supply Regulations: (continued item)

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4. SPECIAL PROBLEMS:

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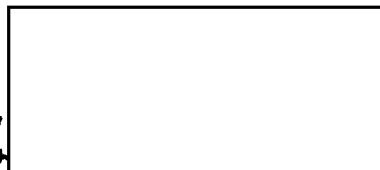


(2) This arrangement is considered to be the most economical one for the Agency and will reduce the vast amount of the over-the-road hauling in the Washington perimeter formerly required to handle sensitive and Agency sterile material.

(3) Accordingly, a memorandum has been prepared for the Chief of Logistics to be submitted to the Comptroller requesting approval of expenditure of funds, as well as the appropriation thereof, since this amount has not been planned for in current FY54 budgets.

5. MAJOR OBJECTIVES:

No change over that previously reported.



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LO/SD:DWW:mt (30 July 1953)

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